



**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection – Water Management

## Water Use Restrictions Form

**Important:**

When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



The Department has developed the following notification form for use by Public or Community Water Systems implementing, amending or ending a mandatory or voluntary water use restriction. Department regulations (310 CMR 22.15(8)) require that all public water systems establishing mandatory restriction on water use notify the Department in writing within 14 days of the effective date of these restrictions. This notice must include a description of the appropriate regulations, bylaws or ordinances imposing the restriction. Proper completion and submission of this form may serve as that notification. The Department also requests that systems implementing a voluntary water use restriction, amending, or ending a restriction submit this form to the Department.

### A. PWS Information

PWS Name

PWS ID #

Contact Person/Title

Date

### B. Restriction Action

1. What is the water use restriction action being taken?

☐ Implementing a restriction

☐ Raising the level of a restriction

☐ Easing a restriction

☐ Ending a restriction

2. What date does this action go into effect?

Date

Level of restriction:

☐ Voluntary

☐ Mandatory

3. What event or circumstance triggered the restriction or change at this time?

4. Please characterize the restrictions/limits invoked at this time. Check all that apply:

☐ Day of week restrictions (specify below)

☐ Hours of watering (specify below)

☐ Hand-held watering only

☐ Ban on all outdoor water use

☐ Elevation of restriction from voluntary to mandatory

☐ Restricting certain uses (i.e. pool filling, car washing, etc.) List below:

Restricted Uses

Details and other comments:



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### B. Restriction Action (continued)

5. How will your customers be notified of this action? Check all that apply:

☐ Newspaper

☐ Water Bills

☐ Cable TV

☐ Separate Mailing

☐ Radio

☐ Website

Other methods:

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### C. Enforcement Authority

1. Does your community have a MANDATORY water use restriction bylaw, ordinance or policy?

☐ Yes

☐ No

If yes, cite your local reference:

local reference

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2. What are the circumstances, conditions or triggers in the bylaw/ordinance that require water conservation? Do specific indicators (e.g., storage tank elevations, reservoir levels) trip your water use restrictions, and if so, are there various triggers resulting in more stringent restrictions? Please describe triggers and various phases of restrictions.

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3. Describe how this restriction will be enforced:

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4. Who is responsible for enforcing the restriction?

Contact Name

Email (if available)

Address

Telephone Number

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Please return this form to: DEP, Water Management Program, 1 Winter Street, 6<sup>th</sup> floor, Boston, MA 02108